

**HALL MEMORIAL LIBRARY
BOARD OF DIRECTORS' MEETING
JANUARY 12, 2010**

- I. Chair John Halloran called the regular meeting of the Hall Memorial Library Board to order at 7:35 PM. Members present were Mary Clements, Mary Blanchette, Janet Wieliczka, Jeanne Zulick, Peter Nickerson, Library Director Susan Phillips, and Patricia Grundman, Assistant Library Director and Children's Librarian. Marcia Downs was present as Recording Secretary. Laurie Burstein was present as the Board of Selectman Liaison to the Library.
- II. Citizens' Forum – No citizens were present at the meeting.
- III. Approval of Minutes of the December 8, 2009 Meeting – The minutes were reviewed by the members present and were unanimously passed as written (Clements/Wieliczka).
- IV. Treasurer's Report – The Treasurer's Report for December 2009 was distributed and reviewed.
- V. Library Director's Report – Sue Phillips distributed copies of the Director's Report dated January 12, 2010. The items were reviewed and discussed.
- VI. Friends of the Library Report – Peter Nickerson reported that the Holiday Cookie Sale successfully sold all of the trays assembled and raised \$750.00 for the Friends of the Library.
- VII. Old Business – Sue Phillips handed out copies of the various Library Policies to the Board Members for their review.
- VIII. New Business – A - 2010-2011 Budget – Sue Phillips circulated copies of the proposed 2010 – 2011 Budget for review by the Board Members. Discussion on the Budget items ensued. The final budget request will be voted on at the next regular Board Meeting, and forwarded to the Finance Officer on February 12.

B – 2010 Meeting Schedule Change – A motion was made and unanimously passed (Clements/Wieliczka) to change time of the March 9th 2010 Board meeting to 7:30, and to reschedule the April 13th, 2010 meeting to April 6, 2010 at 7:30.
- IX. Director's Concerns - Sue Phillips mentioned that the revised Town Personnel Policy manual had been distributed to the Library staff.
- X. Correspondence – Chair John Halloran read a thank you note from former Board Member James Stoughton for the poinsettia plant given to him at the end of his service to the Board.
- XI. Adjournment – The meeting was adjourned at 9:00 by unanimous vote, motion made and seconded (Clements/Blanchette).

Respectfully submitted,

Marcia H. Downs